ADMINISTRATIVE – INTERNAL USE ONLY

INSPECTOR GENERAL
83-955

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83-3040/1

18 DEC 1983

MEMORANDUM FOR: Director, National Intelligence Emergency Support Office

FROM: James H. Taylor
Inspector General

SUBJECT: Federal Managers' Integrity Act of 1982

1. In compliance with the subject Act, the Director must submit a report to the President no later than 31 December 1983, on the effectiveness of the systems of internal accounting and administrative controls for the National Intelligence Emergency Support Office.

2. It is contemplated that the annual reports to the President will be supported by equivalent statements from the head of each major organizational component. To that end the Director on 29 November 1983, approved publication of a Headquarters Notice (copy attached--publication [   ] is in   STAT
process) which prescribes the policies, procedures and responsibilities for compliance with the Act. That notice in paragraph [   ] describes the   STAT
requirements for a statement, to be signed by you, assessing the operation of internal accounting and administrative controls within your office at the close of each fiscal year.

3. In future years such statements are to be submitted to the Deputy Director of Central Intelligence through the Inspector General no later than 30 November. I regret the short notice to you of the requirement, but this year it is requested that your statement be submitted no later than 16 December 1983, in order to provide an equally short interval of time for review and preparation of the Director's composite report to the President.

4. I will be glad to consult with you should you have any question about this requirement.

STAT

James H. Taylor

Attachment As Stated

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Distribution:
   Orig - D/NIESO (w/att) and 1 copy of Memo
      1 - DDA (w/att)
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